



**U.S. Department of the Interior**  
**"To-Be" Trust Business Model**  
**Process Template**

**Title: Provide Results to Requestor**

*Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)*

**Process Number**

**O.2.8**

**1. Process Definition** *Provide an overview of the process and define its starting and ending points*

<b>1.1 Starts With</b>	Survey service information has been distributed and database updated.
<b>1.2 Process Overview</b>	This process involves the regional Cadastral Surveyor providing the requestor the results of the survey service. At their discretion, Cadastral Surveyor may provide information to other interested parties (not on the official Distribution List) that have requested it.
<b>1.3 Stops With</b>	The appropriate information is provided to the requestor.

**2. Trust Business Objectives** *Identify the Comprehensive Trust Model strategic goals and business objectives to which this process contributes.*

<b>Goal/Objective</b>
Goal 2: Tribal self-governance and self-determination that increase participation in managing assets
Goal 3: Ownership information that is accurate, timely, and reliable
Objective 3.1: Surveys – Establish accurate and current surveys to ensure correct boundaries for trust individual and tribal lands and any resulting revenue distribution.

**3. How should Beneficiaries be involved in this process?**

<b>Beneficiary Involvement</b>
Beneficiaries will receive the results and be briefed, if desired, of the survey service from the Cadastral Surveyor via the BRDM process.



**U.S. Department of the Interior**  
**"To-Be" Trust Business Model**  
**Process Template**

**Title: Provide Results to Requestor**

*Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)*

**Process Number**

**O.2.8**

**4. Organizations, Offices and Roles.** *Identify the DOI organizations and related roles that should be involved in performing the process.*

**4.1 DOI Organizations.** *Identify the DOI organizations, offices and individual roles that contribute to this process.*

*DOI organizations include the Office of the Secretary, BIA, OST, BLM, MMS, OHA, OSM among others.*

*Offices include Central Offices, Regional Offices, Agency(Field) Offices, etc.*

*All individual roles that contribute, in a significant manner, should be identified.*

Organization	Office	Role	Contribution
BLM	Appropriate Geographic Location		Surveyor provides results to the requestors via the BRDM Process if requestor was a beneficiary.  At their discretion, Surveyor may provide information to other interested parties (not on the official Distribution List).

**4.2 External Organizations.** *Identify the non-DOI organizations that support the execution of or contribute to this process.*

External Organization	Contribution



U.S. Department of the Interior  
"To-Be" Trust Business Model  
Process Template

**Title: Provide Results to Requestor**

Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)

**Process Number**

**O.2.8**

- 5. Event(s)** Identify the events or conditions that start the process. Describe each event and indicate the frequency (daily, monthly, quarterly, etc.) in which each event is expected to occur. An event may be an external interaction (a beneficiary submits an application), the expiration of a period of time (a lease is due to expire in 90 days), or the realization of some pre-defined threshold (an IIM account reaches the automatic disbursement threshold).

Event	Description	Estimated Frequency
Survey service results have been officially distributed	All survey service results have been distributed to the official Distribution List.	

- 6. Inputs and Outputs.** Identify and describe all inputs and outputs related to this process. Inputs are information or materials used during the execution of the process; outputs are materials or information produced by the process.

**6.1 Inputs**

Input	Description
Notification of completed survey service	Electronic notification that survey service has been completed and filed and no appeals are pending. As well as notification about location of original documents (plat and field notes).

**6.2 Outputs**

Output	Description
Survey service results	Final outcome of the survey process.



**U.S. Department of the Interior**  
**"To-Be" Trust Business Model**  
**Process Template**

**Title: Provide Results to Requestor**

*Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)*

**Process Number**

**O.2.8**

## 7. Fiduciary and Legal Obligations and Controls

### 7.1 Obligations

*Identify and describe the legal and fiduciary obligations that impact this process. For each obligation, indicate the document or commitment that defines the obligation and the citation (paragraph or section) within the document that pertains to this process.*

Obligation	Source	Business Impact
5 USC 552 Freedom of Information Act (FOIA)		Procedures and regulations related to the release of information
15 USC 7001 Electronic Signatures in Global & National Commerce Act		Provides legality of electronic signatures
43 USC 2		Provides that the Secretary of the Interior or such officer as he may designate should perform all duties of surveying and patenting of the public lands and private claims, contains instructions
43 USC 52		Surveying Duties, Provides that the Secretary of the Interior or such officer as he may designate shall engage skillful surveyors, and frame regulations not inconsistent with law or the instructions of the BLM. Cause to be surveyed public lands to which the Indian title has been or may be extinguished, contains instructions
43 USC 1701 and 1761-1771 Federal Land Policy and Management Act of 1976, As Amended (FLPMA)		To establish public land policy; to establish guidelines for its administration; to provide for the management, protection, development, and enhancement of the public lands; and for other purposes
Acts of Congress		Changes business processes (i.e. private relief bills)
Case Law (112 DM 13)		Precedential decisions
Executive Orders		May affect boundaries
Federal Court Order and Decisions		May affect boundaries
Secretarial Orders		May affect boundaries



U.S. Department of the Interior  
"To-Be" Trust Business Model  
Process Template

**Title: Provide Results to Requestor**

Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)

**Process Number**

**O.2.8**

Obligation	Source	Business Impact
Tribal Ordinance		Specific ordinances that address specific questions
Treaties		Legal instrument providing tribes with land and recognition of Indian tribes as Nations
Uniform Electronic Transactions Act		Provides legality of electronic records, electronic signatures and electronic contracts

**7.2 Controls**

Identify and describe any controls (enforcement mechanisms) that may be used to ensure that the process adheres to obligations and internal process requirements. Controls may be reviews, audits, segregated duties, etc. Indicate the reason that each control should be introduced (name the obligation that a control is intended to enforce; indicate any controls required to ensure consistency or reliability).

Control	Reason	Description

**8. Mechanisms (Systems of Record)** Identify the mechanisms, or systems, that are needed to support the process (ex: Ownership, Leasing, Workflow Management, Office Filing System, etc.). Indicate the information and activities, relevant to this process, that each system supports.

System Name	Support
Integrated Data	Request tracking and ownership data.
National Integrated Land System (NILS)	Integrates survey data with parcel-based land records in an enterprise GIS spatial environment. Eventually, legal land descriptions will come from this database. This Cadastral Geographic Information System (CGIS) includes all documents and data affecting the cadastral layer of a GIS
BLM/General Land Office (GLO) Cadastral Plats and Field Notes System	Repository of original duplicate field notes and plats documenting official surveys
BLM Lands and Records System	Repository of historical records including Master Title Plats, Historical Indexes, and supporting documents
Cadastral Survey Field Note Index (CS) Database	Database of abstracted information from Field Notes



U.S. Department of the Interior  
"To-Be" Trust Business Model  
Process Template

**Title: Provide Results to Requestor**

Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)

**Process Number**

**O.2.8**

System Name	Support
Geographic Coordinate Database (GCDB)	A collection of geographic information representing the Public Land Survey System

**9. Inter-Process Relationships** Identify other trust processes that are related to this process (either predecessors or successors). If applicable, indicate the condition under which the processes are related.

**9.1 Predecessors.** Predecessors are processes that either produce information required by this process or that result in the need to execute this process.

Process No.	Name	Condition of Relationship
O.2.7	Distribute Survey Services Information	Results will always come from this activity.

**9.2 Successors.** Successors are processes that either use information produced by this process or that must be executed as a result of performing this process.

Process No.	Name	Condition of Relationship
B.3	Communicate Information	Cadastral Surveyor will provide results to the requestor via the BRDM process.
	Outside process	Cadastral Chief will provide results to other governmental agencies, if they were the requestor.
O.1.2	Complete Application Package	If the response goes to the conveyance process.

**10. Comments** Summarize any discussion, problems, issues or recommendations that should be considered when reviewing process performance. Category Values (Note, Best Practice, Decision, Problem, Issue, Recommendation)

Category	Comment
Recommendation	Public, beneficiaries, and federal agencies can access integrated data and make more accurate business process decisions.



**U.S. Department of the Interior**  
**"To-Be" Trust Business Model**  
**Process Template**

**Title: Provide Results to Requestor**

*Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)*

**Process Number**

**O.2.8**

Category	Comment
Note	The assumption is that survey and title records are accessible to agencies foreclosing the need for them to build a survey and title record program.
Note	The assumption is that land status via the CGIS is structured and accessible to agencies foreclosing a need for duplicate systems and programs.